

City of Franklin
Parks Commission Meeting
November 11, 2024
Minutes

Approved
December 9, 2024

I. Call to Order and Roll Call

Chair Michael Wrench called the November 11, 2024, Parks Commission meeting to order at 6:29 pm commencing in the Hearing Room at Franklin City Hall at 9229 W. Loomis Road, Franklin, Wisconsin.

Present was Chair Michael Wrench, Vice Chair Kristen Stanley, Commissioners Mary Remington, Karen Malecki, Cathrine Kosler and Susan Lance, Alderwoman Courtney Day, non-voting member Ex-Officio Michelle Runte, Principal Planner Marian Ecks, Department of Public Works Kevin Schlueter and Dale Borchardt, City Arborist Tom Riha and Alderman M. Barber. Excused was Ex-Officio Leah Voss.

- II. Citizen Comment Period.** Alderman Barber of District 5 commented on Cascade Creek Park. He has been contacted by a group of Franklin citizens noting the misuse of ATVs by youth in the neighborhood. Citizens are asking for a sign noting No Motorized Vehicles Allowed. If signage is posted, then if Police are needed, they could be called. Ex-Officio Runte commented that if signs are added that they be universal. DPW Kevin Schlueter is working with the Franklin police department on a solution. The topic should be added to next month's agenda. Franklin resident Karen Grishaber (8330 S. Tuckaway Shores Dr, Franklin, WI 53132) commented that on November 19, 2024 the budget discussion will be coming up. She asks that ratio of tennis courts to Pickleball courts be changed. She is advocating for tennis courts.

III. Approval of Minutes – Regular meeting of August 12, 2024

Vice Chair Stanley moved and Commissioner Kosler seconded to approve the minutes of the September 9, 2024 meeting. On voice vote, all voted 'aye'; motion carried (7-0).

IV. Unfinished Business

a. Update on parks maintenance.

Dale Borchardt, of the DPW, reported painting and staining is being done in the parks, water fountains are being winterized, windscreens and nets will need to be removed. At Kayla's playground one family restroom will remain open unless the temperatures drop too low. Ex-Officio Runte reported that Kayla's playground was a subject in the Franklin Neighborhood magazine. The magazine highlighted the 'blessing' at the park after the new flooring was installed. She also reported that she spoke with Southwood Gleen school about inclusiveness of the playground and spoke with one class at WI Lutheran College of inclusiveness in the classroom. Discussion only, no action taken.

b. Budget. Parks Commission requests for information on park finances.

Principal Planner Ecks discussed materials in the meeting packet. She reported that the request for software was not put into the mayor's budget. The commission can request it again, next year. The volume of permits would not make it cost-effective at this time. The

city has \$5 Million in impact fees on hand – this would be a dollar match. Recommended to be used for trails. Information is included in the meeting packet. The Planning department will begin updating the CORP in 2025. Impact fees may possibly need to be renewed. Water Tower Park would be eligible for impact fees. Discussion only, no action taken.

c. Park Facilities Reservation and Permitting Policies. Discussion of reservation policies for league sports and other groups, fees, rules and policies for parks.

- i. Bathroom closures at the park during scheduled recreation time. Due to vandalism, the bathrooms at Vernon Barg and Lions Legend have been closed leaving those using the park without restroom facilities for use. A back up plan is needed when the bathroom facilities are closed for an extended period. It was not stated if the vandal had been found.
- ii. 2025 League Reservation policy - On hold as the software request for a reservation system will not be included in the 2025 budget.

Discussion only, no action taken.

d. Parks Marketing Materials. Park amenities donation policy and Parks marketing materials including maps, pamphlets, etc..

There are funds left from the grant from the Tourism commission. Vice- chair Stanely has materials to return to the Franklin Public Library. Discussion only, no action taken.

e. Community Event Engagement. Future involvement in National Night out, Trunk-or-Treat, Bike Rodeo and other City of Franklin community events.

Vice Chair Stanley received a thank you from the Franklin health department on their engagement at the Trunk or Treat event. There were over 2,000 participants. The ‘QR’ code for the city parks was promoted. Children were given crayons, stickers and a coloring page. Discussion only, no action taken.

f. Friends of Park / Park Watch. Discussion of the creation of park watch or park cleanup group.

If you see something, say something. It is important to let any citizen know who they can contact if they see something inappropriate. Request for more garbage cans to be put near the parking lots. Franklin dispatch does monitor the cameras at Kayla’s playground. Recommend someone add a piece to the Franklin city newsletter. Commissioner Malecki will send information to Principal planner Ecks and Lisa Heuning. Discussion only, no action taken.

g. Update on Trail Projects, including South 116th St, St. Martin of Tours, West Forest Home Avenue, West Church Street, State Highway 100, Ryan Creek and Cascade Creek Park. Water Tower Park is on hold right now. S 116th St is out for bid. Cascade Creek is on hold

indefinitely (this was an administrative decision). State Highway 100 will be under construction next year. Discussion only, no action taken.

V. New Business

- a. Park Signage. Maintenance and updates to park signage and kiosks at Ligon Legend Park, Franklin Woods and Kayla's Playground. The sign in Lion Legend Park has supports in place at the bottom posts to hold the sign in place. This sign was donated by the Lions club. The city has not done any maintenance on the sign. Should the Lions Club or historical society be approached to on its' disrepair? The DPW will contact the historical society about working with the Lions club regarding a replacement. A MOU is needed going forward when gifts of this type are given to the city. The kiosks at the Franklin Woods and Kayla's playground were discussed. Some of them are empty of information and some have old materials which have deteriorated with the papers being curled. Photos are included in the meeting packet. DPW Dale Borchardt commented that the screws would need to be removed to add or replace materials. After much discussion it was decided when time permits to remove the kiosks. Any information in place currently will be removed.

Vice Chair Stanley motioned, and Commissioner Remington seconded to remove the materials from the kiosks at the park until the kiosks can be removed. On voice vote all voted 'aye'; Motion carried (7-0).

- b. Victory Creek Trail Mowing and Natural Resources. Discussion of volunteer mowing of Victory Creek Trails by Timothy Burch and related impacts to natural resources. Alderperson Day reported that she was contacted by Mr. Burch about the maintenance of the trails. Several, several years ago, he came to the parks commission and spoke with several people within the city on the maintenance of the trails. He was given somewhat of a verbal permission to help with the upkeep/mowing of those trails. He reached out to Alderperson as someone notified the police when they saw him trimming and cutting some things on the trail. The police told him to stop, or he would be ticketed. He is asking to have someone help with recalling the agreement with the city. This subject should be revisited by the commission. In 2017 he was at a meeting in the city, but the common council is unable to locate the agreement that was made in the past. It is still being researched. On recollection he was only given permission to mow. Trenches have now been observed in the Pleasant View Park within conservancy areas. There is a volunteer waiver and release of liability form in this meeting packet. DPW Kevin Schlueter has spoken with previous staff and Mr. Burch was told to stop. The city would like to do a controlled burn this winter with the MMSD. This would be a prescribed water burn which provides more nutrients back to the soil. Mr. Burch has dug trenches into the area, and this is beyond mowing the trail. Mr. Burch will be present at the December Parks and the environmental commission meeting to discuss the matter. The DPW plans to do mowing going forward. Discussion only, no action taken.

- VI. **Adjournment.** Vice-Chair Stanley moved and Commissioner Remington seconded to adjourn the meeting at 8:10 p.m. On voice vote, all voted 'aye'; motion carried (7-0).

The next meeting will be held on December 9, 2024.